



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

***REVISED 05-02-2016**

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: April 28, 2016

SUBJECT: JEFFERSON COUNTY Meetings – Week of May 2, 2016

May 2, 2016 Monday	Parks Committee	9:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
May 3, 2016 Tuesday	Highway Committee	8:00 a.m.	Highway Conference Room 1425 Wisconsin Dr, Jefferson
	Aging & Disability Resource Center Advisory Committee (ADRC)	1:00 p.m.	Jefferson VFW 1420 S. Rockwell St, Jefferson
May 4, 2016 Wednesday	Human Resources Committee	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	*Infrastructure Committee (Agenda Revised)	9:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
May 5, 2016 Thursday	Fair Park Committee	8:00 a.m.	Fair Park 503 N. Jackson Ave, Jefferson
May 6, 2016 Friday	WI River Rail Transit Commission (WRRTC)	10:00 a.m.	Dane County Highway Garage 2302 Fish Hatchery Rd, Madison
	WI Counties Utility Tax Association (WCUTA)	10:30 a.m.	WCUTA 44 E. Mifflin St, Suite 605A, Madison
May 7, 2016 Saturday	No Scheduled County Meetings		
May 8, 2016 Sunday	No Scheduled County Meetings		

Parks Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

Date: Monday, May 2, 2016

Time: 9:30 a.m.

Committee members: Foelker, Matt
Kelly, Mike
Nass, Steve
Payne, Laura
Tietz, Augie

1. Call to order
2. Welcome New Parks Committee Members
3. Roll call (establish a quorum)
4. Certification of compliance with the Open Meetings Law
5. Election of Parks Committee Chairman, Vice-Chairman, Secretary
6. Approval of the agenda
7. Approval of Park Committee minutes for April 4, 2016
8. Communications
9. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
10. Discussion and Possible Action on Proposed Natural Materials Art Installation at Dorothy Carnes Park
11. Discussion and Possible Action on Crawfish River Park Plan
12. Discussion and Possible Action on Town Highway Use Agreement between The Town of Koshkonong and Jefferson County Hoard Road
13. Discussion and Possible Action on Flood Mitigation Property Requests
14. Discussion and Possible Action on Pohlmann Park Silo & Parking Lot
15. Discussion and Possible Action on 2017 Fee Schedule
16. Discussion on Carnes Park East Parking Lot Project
17. Discussion on Milford Motors Site – Possible Purchase, Clean up and use as a County Park
18. Discussion on Snowmobile & ORV Council Meeting WIDNR
19. Discussion on Wisconsin Parks Your Best Investment
20. Discussion on Fundraising for Interurban Trail
21. Discussion on Glacial Heritage Area (GHA) –Friends of GHA
22. Review of Financial Statements (March 2016) and Department Update – Parks Department
23. CONVENE IN CLOSED SESSION PURSUANT TO S.19.85(1)(E), Statutes, to deliberate the potential purchase of public property
24. Review annual meeting calendar and set dates for future Park Committee meetings
25. Adjourn

Next scheduled meetings: Monday, June 6, 2016
Monday, July ??, 2016
Monday, August 1, 2016
Monday, September??, 2016
Monday, October 3, 2016

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



Agenda

Jefferson County Highway Committee Meeting

Tuesday, May 3, 2016
8:00am

Committee Room
1425 Wisconsin Drive
Jefferson, Wisconsin 53549

Committee Members: Ron Buchanan, James Braugher, Don Reese,
Blane Poulson, Mike Kelley
Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Election of a new Highway Committee Chair, Vice- Chair, and Secretary
6. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
7. Approve minutes from April 5, 2016 Highway Committee meeting
8. Communications
9. Old Business a. None
10. New Business a. Review annual meeting calendar and set dates for future Highway Committee meetings
 b. Review and discuss potential speed zone changes on County Highway B (West of Johnson Creek city limits)
 c. Review 2016 highway project schedules
 d. Discuss monthly financial account summary (YTD)
11. Highway Operations Report
12. Review and approve vouchers
13. Set Next Meeting Date
14. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made."

ADRC Advisory Committee Agenda

Jefferson VFW
1420 South Rockwell Street
Jefferson, WI

Date: Tuesday, May 3, 2016

Time: 1:00 p.m.

Committee Members: Earlene Ronk, Chair; Carol Battenberg, Ellen Haines, Dan Krause, Russell Kutz, Marcia Bare, Carolyn Niebler & Connie Stengel

1. Call to order
2. Roll call (establishment of a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of the ADRC Advisory Committee minutes from 4/5/2016
6. Communication
7. Public comment (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
8. Discuss **Health Action, 2016 Conference** sponsored by Families USA with Denise Grossman, Elder Benefit Specialist
9. Discuss Older American's Reauthorization Act
10. Discuss ADRC Compliance Plan
11. Discuss ADRC Governing Board Report
12. Discuss Dealing with Dementia Documentary
13. Discuss 2016-2018 Aging Unit Plan Goals
14. Adjourn

Next scheduled meetings: June 7, 2016 - Lake Mills Municipal Building
 July 5, 2016
 August 2, 2016
 September 6, 2016
 October 4, 2016
 November 1, 2016
 December 6, 2016

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Agenda - Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 112
Jefferson, WI 53549

May 4, 2016 @ 8:00a.m.

Committee Members: James Braugher, Greg David, Jim Mode, Michael Wineke, Lloyd Zastrow

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Election of Chair, Vice Chair and Secretary positions
5. Review of the Agenda
6. Public comment: Members of the Public who wish to address the Committee on specific agenda items must register their request at this time
7. Approval of March 15, 2016 minutes
8. Communications
9. Discussion and possible action to create a full-time Comprehensive Community Services Facilitator position and create a full-time Behavioral Health Specialist (Psychotherapist) position at Human Services
10. Discussion and possible action to eliminate two part-time Group Home Worker positions (one currently vacant) and create one full-time Group Home Worker position at Human Services
11. Discussion and possible action to create a full-time Business Relations and Marketing Manager at Economic Development
12. Discussion and possible action establishing non-classified pay rates for 2017
13. Discussion on assigning future agenda items on Task Force assignments – Review Human Resources policy and operations countywide in classification and compensation; Enterprise Resource Planning software technology options; Professional development and training opportunities; recruitment and retention strategies; succession planning strategies
14. Review of March, 2016 Monthly Financial Report
15. Report from Human Resources Director:
 - a. March and April monthly accomplishments and goals
 - b. Vacant position requests
 - c. Emergency Help requests
 - d. Leave of Absence approvals
 - e. Employees provided additional steps or benefits
 - f. Reclassification requests
16. Set the 2016-2017 Human Resources Committee meeting schedule and agenda items for the next meeting
17. Adjournment

Next scheduled meeting: To Be Determined

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Infrastructure Committee

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson WI 53549

***REVISED 05-02-2016**

Wednesday, May 4, 2016

9:00 a.m.

Committee Members

Glen Borland, Greg David, Dick Jones, John Kannard, Russ Kutz

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Election of Committee Chair, Vice Chair, Secretary
5. Review of the Agenda
6. Public Comment
(Members of the public who wish to address the committee on a specific agenda items must register their request at this time)
7. Approval of the April 6, 2016 Infrastructure Committee meeting minutes
8. Communications
9. FacilityDude Software Demonstration
10. ***Discussion and possible action on amending Parking Ordinance**
11. Update on ERP System
12. Update on updating the County Board room and courthouse conference rooms
13. Update on remodeling courthouse employee break room, bathrooms and outdoor space
14. Review of county building Space Needs Analysis
15. Update on disposition of old highway facility
16. Update on punch list for new highway facility
17. Update on future use or sale of old salt sheds
18. ***Discussion and possible action on highway satellite shops related to bids**
19. ***Discussion of future uses of clubhouse property located in the City of Jefferson**
20. Discuss potential agenda items for the Committee's next meeting
21. Financial Reports (March)
 - a. Central Services
 - b. MIS
22. Discuss future meeting schedule. Set next meeting date (June 1, 2016)
23. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body,
including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

Fair Park Committee Agenda
Jefferson County
Jefferson County Fair Park
Activity Center – Conference Room
503 N. Jackson Avenue
Jefferson, WI 53549

Date: Thursday, May 5, 2016

Time: 8:00 am

Committee members: Poulson, Blane
Foelker, Matthew
Hanneman, Jennifer

Buchanan, Ron
Kutz, Russell

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of March 3, 2016.
6. Communication
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Election of Committee Chair, Vice Chair, and Secretary
9. Discussion and possible action on approving an application and process for allowing organizations that do not meet the established criteria to participate in the Junior Fair
10. Review of Financial Report
11. Review of Fair Park Director's Report
12. Review of Fair Park Supervisor's Report
13. Review of Fair Park Office Report
14. Discussion and possible action on future meeting schedule
15. Adjourn

Next scheduled meetings: Thursday, June 2, 2016

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.

WISCONSIN RIVER RAIL TRANSIT COMMISSION

PO Box 262 • 20 S Court Street • Platteville, Wisconsin 53818

Alan Sweeney, Chair • Commission Office Phone 608.342.1637 • Fax 608.342.1220 • Website www.wrrtc.org

MEMBER COUNTIES: CRAWFORD • DANE • GRANT • IOWA • JEFFERSON • ROCK • SAUK • WALWORTH • WAUKESHA

SUBJECT: Friday, May 6, 2016 Meeting Agenda
TO: Wisconsin River Rail Transit Commissioners & Other Interested Persons
FROM: Mary Penn, WRRTC Administrator

Wisconsin River Rail Transit Commission

Meeting Friday, May 6th, 2016 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

WRRTC's Schedule of Meetings:

2016

January 8
February 5
March 4
April 8
May 6
June 10
July 8
August 5
September 9
October 7
November 4
December 9

NOTE: The WRRTC's meetings are **usually** held at 10:00 AM on the **first Friday after the first Tuesday of the month** at the **Dane County Highway Building** in Madison, WI.

NOTICE is sent to: County Clerks in WRRTC's Region for Posting and to Local News Media as an FYI.
Thank you for your interest and assistance.

To learn more about WRRTC, please visit our website at www.wrrtc.org

Wisconsin River Rail Transit Commission

Meeting - Friday, May 6th, 2016 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

10 minutes estimated | Action Items

1. 10:00 AM **Call to Order** – Alan Sweeney, Chair
2. Roll Call. **Establishment of Quorum** – Mary Penn
3. Action Item. **Certification of Meeting's Public Notice** – Noticed by Penn
4. Action Item. **Approval of Agenda** – Prepared by Penn
5. Action Item. **WRRTC 2016 Election of Officers**
6. Action Item. **Approval of draft April 2016 Meeting Minutes**– Prepared by Penn
7. Updates. **Public Comment** – Time for public comment may be limited by the Chair
8. Updates. **Announcements by Commissioners** – No Discussion Permitted

REPORTS & COMMISSION BUSINESS

5 minutes estimated | Update and Action Item

9. **WRRTC Financial Report** – Jim Matzinger, WRRTC Accountant
 - Treasurer's Report for April and Payment of Bills

10 minutes estimated | Discussion and Possible Action

10. **Discussion and Possible Action on 2017 WRRTC Budget** – Jim Matzinger, WRRTC Accountant, Gene Gray, WRRTC Treasurer

10 minutes estimated | Update

11. **Wisconsin & Southern Railroad's Report on Operations** – Roger Schaalma, WSOR
 - Update on Monthly Maintenance Activities
 - Update on Capital Projects
 - Update on Business Development
 - Update on Office of Commission of Railroads
 - Other Continuing Issues/ Topics

5 minutes estimated | Update

12. **WisDOT Report** – Rich Kedzior, WisDOT

5 minutes estimated | Update

13. **WRRTC Correspondence/Communications and Administrator's Report** – Mary Penn, WRRTC Admin.

10 minutes estimated | Discussion and Possible Action

14. **Discussion and Possible Action on Purchase Request of discarded rail to City of Prairie du Chien from Prairie du Chien sub rehabilitation work** – Kyle Pattison, Pattison Sand

5 minutes estimated | Discussion and Possible Action

15. **Discussion and Possible Action on 2017 Staff Services Agreement with SWWRPC** – Mary Penn, WRRTC Admin.

10 minutes estimated | Discussion

16. **Discussion regarding Great Lakes Basin Railroad Project**

17. Action Item. **Adjournment**

WISCONSIN COUNTIES UTILITY TAX ASSOCIATION

44 East Mifflin Street, Suite 605A, Madison, Wisconsin 53703

Phone: (608) 250-4685

2015-2016 Officers

President
LAWRENCE WILLKOM
(715) 723-5804
Chippewa County

Vice President
JOHN H. TRAMBURG
(920) 484-3534
Columbia County

Secretary
William Goehring
(920) 994-4749
Sheboygan County

Treasurer
LINDA SINKULA
(920) 388-3251
Kewaunee County

Executive Director
ALICE O'CONNOR
Direct(608) 250-4685
aoc@constituencyservices.org

Member Counties

ASHLAND
BUFFALO
CHIPPEWA
COLUMBIA
DOUGLAS
DUNN
GRANT
JEFFERSON
KENOSHA
KEWAUNEE
LA CROSSE
MANITOWOC
MARATHON
MARINETTE
OZAUKEE
ROCK
SHEBOYGAN
VERNON
WASHINGTON

Agenda

May 6, 2016

WISCONSIN COUNTIES UTILITY TAX ASSOCIATION
10:30 A.M. – 1:00 P.M. (WORKING LUNCH)

CALL IN INSTRUCTIONS:

Conference Dial-in Number: (712) 432-0460

Participant Access Code: 115141#

(Be sure to hit # key after you enter the number, this will take you into the conference call) *If you are having trouble connecting, please call the main office and someone will assist you.*
608-250-4685 or call or text Alice's cell at 608 225 9391.

- Call to Order - Larry Wilkom
- Roll Call- Larry Wilkom
- Approval of Minutes of October 9, 2015 (**Attached**)
- President's Report – Larry Wilkom
- Treasurer's Report - Supervisor Linda Sinkula
- Balance Sheet
- Executive Director Report – Alice O'Connor
- Invited not confirmed: PSC to discuss the Final Strategic Energy Report for Wisconsin 2018.
- Other suggestions?
- Next Board Meeting Date
- Adjourn